From: McKnight, Elise (ESD)
Sent: Wednesday, June 11, 2025
Subject: PIRL Announcement – How to Find and Use the WPC DOL MSG Export (Case Management Report) for PY24Q4
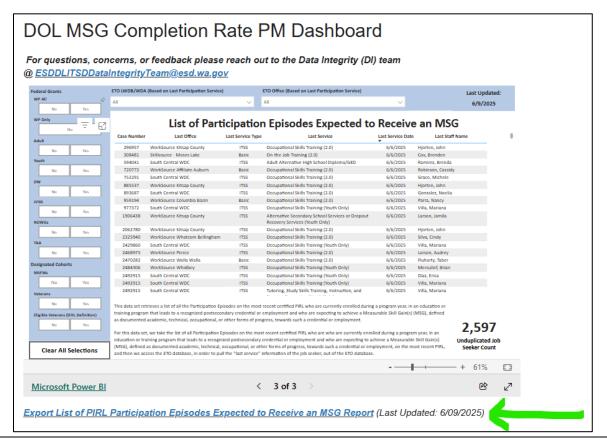
Hello all, below is some information, regarding where to find and how to use the WPC DOL _**MSG**_ Export (Case Management report), for PY24Q4.

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A.   Where to Find the Export

The _**Export List of PIRL Participation Episodes Expected to Receive an MSG Report**_ can "physically" be found, at the bottom of on the WPC _**DOL MSG Completion Rate PM Dashboard**_ webpage, before the dashboard is put in _Full Screen_ mode.

B. Tips on How and Why to Use the Export

Below are some tips on how and why to use the WPC *Export List of PIRL Participation Episodes Expected to Receive an MSG Report* (record level data - Case Management report):

This data set retrieves a list of all the Participation Episodes, ***on the most recent certified PIRL***, who are currently enrolled during a program year, in an education or training program that leads to a recognized postsecondary credential or employment and who are *expecting* to achieve a Measurable Skill Gain(s) (MSG), defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment, and then we access the ETO database, in order to pull the related information of the job seeker, out of the ETO database.

1st)   This export will help you identify the Participation Episodes, of which are *expected to receive* an **MSG**, for **PY24Q4** (denominator) *(Total Cohort)*.

Please see the ***June 9, 2025*** PIRL general announcement, for more details on how to use the DI team's Technical Assistance (TA) documentation, when entering data in ETO, for the *numerator* ***(Successful Cases)*** and the *denominator* ***(Total Cohort)***.

2nd)   This is a list of the Participation Episodes, for those in the *denominator ***(Total Cohort)***, in the MSG Performance Measure, ***on the most recent certified*** PIRL.

CAVEAT: The export list pulls **ALL** PIRL Participation Episodes (in the *denominator ***(Total Cohort)***), so in order to work a list, for your *specific* LWDB/office, the export list will need to be sorted by the "First PIRL Participation *LWDB/WDA*" (column F) (DOL accountability LWDB) (or sorted by another *LWDB/WDA* column (column L or column R), depending on your intention/purpose),

And then the records/rows, which are NOT specific for your LWDB/office, will need to be removed.

- Please reach out to our DI team's distribution list (***ESDDLITSDDataIntegrityTeam@esd.wa.gov***), if you need any help with removing records.

or

You can use the filter option to select specific records,

But, if you want to get rid of all *unneeded* rows, then you will need to remove the records/rows, of which you do not want to address.

- You can then sort and/or filter the data in any way you need, and or then remove more records based on your intention/purpose.

3rd)   This data set allows for data cleanup of *very old* services, in ETO, which may need to be closed, by investigating the job seekers on the list, of whom have a really old *Last ETO Service Date* (column P).

As long as a job seeker has *any* open durational services (No End Date), *within their service delivery period*, the job seeker will remain on the PIRL, ***forever***, until all durational services, for all programs, are closed. This means, the entire service delivery period needs to be investigated, of which is under to the *ETO Case Number* (column A), attached to the *Last ETO Service Date* (column P).

This data cleanup will help data migration of the data, into WaWorks.

C. What is Included in the Export

Below is the list of the columns that are included in this export, as of 4/21/2025.

ETO Case Number,

- Unique identifier, of which is identified in ETO.

PIRL Participation Episode Information

For *every* "PIRL Participation Episode" the following columns are available:

- *PIRL Participant ID,*

    – Unique identifier, of which is identified, on the PIRL.

    – When there is a singular/unique/distinct *ETO Case Number*, with more than one differing *PIRL Participant ID* attached to it, it can be deciphered that a job seeker had more than one Participation Episode.

- *PIRL Participation Episode Start Date,*

- *PIRL Participation Episode End Date (if applicable),*

    – This date is the same as the "PIRL Exit Date".

- *Length of PIRL Participation Episode (column D – column C), (In days), (if applicable)*

    – If this column displays/reads "Same Day", it means that column D (*PIRL Participation Episode End Date (if applicable)*) equals column C (*PIRL Participation Episode Start Date*).

- *First PIRL Participation LWDB/WDA,*

    – This *"First" PIRL Participation LWDB/WDA* identifier is the LWDB/WDA of which is responsible/accountable, on/for the PIRL, for the identified *ETO Case Number /PIRL Participant ID*.

- *First PIRL Participation Office,*

- *First PIRL Participation Service Type,*

- *First PIRL Participation Service Name,*

- *First PIRL Participation Service Date,*

- *First PIRL Participation Service Staff Name,*

Last ETO Service Information

For the "Last ETO Service" the following columns are available:

- ***Last ETO LWDB/WDA,***

    – This ***"Last" ETO LWDB/WDA*** identifier is the LWDB/WDA of which last provided service, in ETO, for the identified ***ETO Case Number /PIRL Participant ID***.

- ***Last ETO Office,***

- ***Last ETO Service Type,***

- ***Last ETO Service Name,***

- ***Last ETO Service Date,***

- ***Last ETO Service Staff Name,***

Cohort Triggering Service Information

For *every* "Cohort Triggering Service" the following columns are available:

- ***Cohort Triggering LWDB/WDA,***

- ***Cohort Triggering Office,***

- ***Cohort Triggering Service Name,***

- ***Cohort Triggering Service Start Date,***

- ***Cohort Triggering Service End Date (If applicable),***

- ***Cohort Triggering Program Affiliation,***

- ***Cohort Triggering Staff Name,***

Program Information

The following program columns are available:

- ***Wagner-Peyser,***

    – Deciphers PIRL participants who are either **<u>only</u>** enrolled **<u>or</u>** co-enrolled, in *Title III <u>Wagner-Peyser</u> (WP) Act*. This helps you identify co-enrollments.

        o Per State policy, the *Title III Wagner-Peyser (WP)* program participants are <u>*NOT*</u> physically enrolled, into a program, in ETO.

        PIRL *Title III Wagner-Peyser (WP)* program participants are defined, at the PIRL Script level, as the below:

            ▪ PIRL participants that **<u>only</u>** receive <u>*Training*</u> or <u>*Support*</u> services are <u>*NOT*</u> reported on the PIRL, as a *Title III Wagner-Peyser (WP)* program participants.

            ▪ All other PIRL participants are therefore defined as *Title III Wagner-Peyser (WP)* program participants, unless the job seeker <u>*only receives*</u> Self-Service or Information Only services, then they are reported as Self-Service participants (Reportable Individuals).

- ***WP Only,***

    – Deciphers PIRL participants who are **<u>only</u>** enrolled, in *Title III <u>Wagner-Peyser</u> (WP) Act*.

        o Per State policy, the *Title III Wagner-Peyser (WP)* program participants are <u>*NOT*</u> physically enrolled, into a program, in ETO.

        PIRL *Title III Wagner-Peyser (WP)* program participants are defined, at the PIRL Script level, as the below:

            ▪ PIRL participants that **<u>only</u>** receive <u>*Training*</u> or <u>*Support*</u> services are <u>*NOT*</u> reported on the PIRL, as a *Title III Wagner-Peyser (WP)* program participants.

            ▪ All other PIRL participants are therefore defined as *Title III Wagner-Peyser (WP)* program participants, unless the job seeker <u>*only receives*</u> Self-Service or Information Only services, then they are reported as Self-Service participants (Reportable Individuals).

- *Adult,*

  - Deciphers PIRL participants who are enrolled in the *Title 1b Adult (AD) Grant.* This helps you identify co-enrollments.

- *Youth,*

  - Deciphers PIRL participants who are enrolled in the *Title 1b Youth (Y) Grant.* This helps you identify co-enrollments.

- *DW,*

  - Deciphers PIRL participants who are enrolled in the *Title 1b Dislocated Worker (DW) Grant (Including the Rapid Response (RR) Program).* This helps you identify co-enrollments.

- *JVSG,*

  - Deciphers PIRL participants who are enrolled in the *Jobs for Veterans State Grants.* This helps you identify co-enrollments.

- *NDWG,*

  - Deciphers PIRL participants who are enrolled in the *National Dislocated Worker Grants.* This helps you identify co-enrollments.

- *TAA,*

  - Deciphers PIRL participants who are enrolled in the *Trade Adjustment Assistance Grant.* This helps you identify co-enrollments.

Designated Cohort Information

The following designated cohort columns are available:

- *MSFW Status,*

- *Veteran Status,*

  - Veterans are the *highest* priority (#1), *for DOL*. This helps you identify Veterans, as to provide them their #1 priority service delivery.

- *Eligible Veteran Status*

D. Update/Refresh Cycle for the Export

Below is the process for the update/refresh cycle, and it also identifies what is, and what is not, updated/refreshed, for the WPC *Export List of PIRL Participation Episodes Expected to Receive an MSG Report* (record level data - Case Management report):

(Updated weekly, by COB, on Tuesdays)

- Once a quarter, this export retrieves all Participation Episodes for the *denominator* *(Total Cohort)*, **on the most recent certified** PIRL,

    AND THEN

    On a weekly basis, this export *directly* accesses the ETO database, in order to pull the "*last" ETO service* and **all** of its applicable columns, and the PIRL triggering "*first" participation service* and **all** of its applicable columns, and the PIRL triggering *"cohort" participation service(s)* and **all** of their applicable columns, of the job seeker, per each Participation Episode, *directly* out of the **ETO** database.

    Important Note: When we pull a weekly update/refresh, we are *not updating* **PIRL** data, from the data pulled by the *PIRL script itself*, of which takes ETO data out of the ETO database and then **adds more requirements** to the ETO data set.

    New Participation Episodes for the *denominator* **(Total Cohort)**, are not being added/updated/refreshed. We currently do not have the ability to support that.

    It will be different with WA Works!

    – **PIRL Business Process:** Once a quarter, the vendor pulls data for the PIRL and sends that PIRL data to us (the DI team). The DI team then works with the ITSD BI team and adds complex code and other data sources, and then the DI team submits and certifies the *most recent PIRL*. The DI team then connects our WPC dashboards to that *most recent certified PIRL*.

        ▪ Because of how this PIRL business process works, **new** Participation Episodes for the *denominator* **(Total Cohort)**, *in this export*, are only being added/updated/refreshed, once a quarter. This will be different in WA Works!

        ▪ At this time, we are also unable to *identify* the *numerator* **(Successful Cases)**, *in this export*. This will be different in WA Works!

    ▪ *Note:* The *PIRL Participation Episode End Date (if applicable)* (column D) is also pulled out of ETO, so you will also see that column be updated/refreshed, weekly. Column D also affects column E, *Length of PIRL Participation Episode (column D – column C), (In days), (if applicable)*, meaning that column will also be updated/refreshed weekly.

E. **Appendix: WPC DOL Reports Acronyms**

- **DI team** - *Data Integrity team* supports the PIRL and all of our WPC **Department of Labor (DOL) reports** dashboards, of which live on the WPC website.

- **DOL** - *Department of Labor*

  – Please see the official **ETA | U.S. Department of Labor** webpage, for more information.

- **ESD** - *Employment Security Department*

- **ETO** - *Efforts to Outcomes* (ETO) is the *WorkSource System's* *Management Information System Information* (WS MIS) data entry application.

- **LWDB** - *Local Workforce Development Boards* are the regions/localities in which DOL **Quarterly Performance Reports** (QPRs) are aggregated (12 LWDBs = 12 Workforce Development Areas (WDAs)).

- **MSFWs** - *Migrant Seasonal Farmworkers*

- **PIRL** - *Participant Individual Record Layout* (PIRL) is designed, defined, and maintained by DOL, within DOL's PIRL Specifications (**ETA- 9172 - OMB control number 1205-0521, expiration date: 03-31-2027**).

  – The PIRL report captures activities and performance within the Workforce (WorkSource) system. It is the tool, of which states use to communicate such activities and outcomes to the Department of Labor (DOL) Employment and Training Administration (DOLETA or ETA for short).

  – The PIRL supports all of the DOL PMs and QRAs, and their accountability, for the entire WorkSource System.

    ▪ And therefore, the PIRL supports the funding, for the entire WorkSource System.

- **PMs** - *Performance Measures* (PMs)

  – The Department of Labor (DOL) describes why it is so important to report performance:

    ▪ *"The public workforce development system provides resources, services, and tools to support individuals and businesses in developing and maintaining a workforce to support a thriving economy throughout the nation. Given the critical importance of this system, its performance at the local, state, and federal levels is vitally important. Consistent, accurate performance reporting allows the workforce system to assess its effectiveness, make data-informed improvements, be accountable to taxpayers, and, ultimately, support vibrant communities, businesses, and families throughout the nation."*

    ▪ Please see the WPC **DOL PIRL PM dashboards** webpage, and the WPC **DOL PIRL PM supporting documentation** webpage, for more information.

- **PY24Q2** - *Program Year* (PY) *2024* (July 2024 – June 2025), for *Quarter 2* (Q2) (October 1, 2024 – December 31, 2024).

- **QPRs** - *Quarterly Performance Reports* (QPRs) are designed, defined, and maintained by DOL, within DOL's QPR Specifications (***QPRs (ETA- 9173) OMB Control Number 1205-0521 (Expiration Date: 03-31-2027***).

- **QRA** - *Quarterly Reporting Analysis* (QRAs) (aka, by DOL, as the PIRL Data Integrity (DI) Reports)

  - The DOL QRAs are not currently outlined in DOL official guidance (TEGLs, TENs), and are currently only in a "pilot" stage, by DOL, for some of the states. WA state is not in a "pilot" state, and we are only currently being *monitored*, by DOL, for the QRAs. But the DI team has been verbally told by DOL, in an official DOL national ZOOM call, that DOL is on the horizon for laying out all of the DOL QRAs, in official DOL guidance (TEGLs, TENs).

  - The DI team is not clear on whether the QRAs will only be held accountable, by DOL, at the statewide level, once DOL official guidance (TEGLs, TENs) is published.

  - Please see the WPC ***DOL QRA dashboards*** webpage, and the WPC ***DOL QRA supporting documentation***, for more information.

- **TAADI** - *Trade Adjustment Assistance Data Integrity* (TAADI) reports

  - The DOL ETA's TAA data integrity check tool, the TAA Data Integrity (TAADI) is produced quarterly, providing consistent aggregate views of the state's data, and identifying areas where the state's data does not conform to ETA's TAA expectations.

  - To get more information on the TAADI process, go to ***TAA Participant Reporting Page***.

  - Please see the WPC ***DOL TAADI dashboard*** webpage, and the WPC ***DOL TAADI supporting documentation***, for more information.

- **WA** - Washington state

- **WDA** - *Workforce Development Areas* are the regions/localities in which DOL **Quarterly Performance Reports** (QPRs) are aggregated (12 WDAs = 12 Local Workforce Development Boards (LWDBs)).

- **WPC** - ESD *Workforce Professionals Center* webpage. See WPC ***Department of Labor (DOL) reports***, for the list of the DI team's DOL dashboards.

This document meets the Americans with Disability Act (ADA) accessible requirements, as defined and applied in Microsoft Office 365 products, so that the ADA accessible tools can use/read this document.

Thank you for all of your time and efforts! The DI team knows you all work very hard, in serving the best service delivery you can to our job seekers! We are here to help!

Data Integrity (DI) team motto:

Planning, Organization, Standardization, Documentation, and the Maintenance of it all, leads to an efficient business process, of which leads to productivity, of which is timely and accurate! 😊

If you have any questions, concerns, or feedback please reach out to me, or reach out to our DI team's distribution list (*ESDDLITSDDataIntegrityTeam@esd.wa.gov*)!